Approved For Release 2003/04/29 : CIA-RDP84-00780R002800170045-7 DD / S R 2 0 1 8 4 2 8

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DD/S 67-4654

07 SEP 1967

MEMORANDUM FOR: Director of Personnel

SUBJECT

: Central Processing Branch

REFERENCE

: Memo dtd 11 Aug 67 for DD/S fr D/Pers,

same subj

- 1. I have reviewed referent memorandum and noted the points you make concerning some questions raised on the progress of this activity. I accept your position on these matters with the exception of the survey of the Central Processing Branch which I feel should be conducted without waiting for the completion of other surveys such as the Inspector General's Survey of the Office of Finance. I suggest that the survey be conducted by your office staff with assistance from the Offices of Finance and Logistics, as needed. Please furnish me the results of this survey.
- 2. The Central Processing Branch is a unit that is of focal interest to all components of the Agency and its effective operation must be assured. For the past several years the staff has handled a disproportionate workload without adequate relief; this has recently been granted through the allocation of additional ceiling positions and working space. While these measures do alleviate some of the problems incurred by this Branch I do think that a survey is in order.

SIGNED R. L. Bannerman

R. L. Bannerman Deputy Director for Support

CROUP 1

DD/S:RLB:maq (7 Sep 67)

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